

DD/M&S 74-0957

DD/M&S Registry

Reports
16 March 1974

The Honorable Carol C. Laise
Assistant Secretary for Public Affairs
Department of State
Washington, D. C. 20520

Dear Carol:

I have advised the appropriate personnel in our Agency to provide whatever assistance you may require in the preparation of the annual report by the Secretary of State. I am certain that the planned colored charts and graphics will add clarity and enhance the effectiveness of the report.

STAT

[] Chief, Printing Services Division, Office of Logistics, has already been in touch with your Mr. Willard M. McLaughlin concerning this requirement; and, although we don't anticipate any problems, [] will make sure all your printing needs are taken care of.

STAT

Please call me if I can be of any further assistance.

Sincerely,

/S/

W. E. Colby
Director

STAT

Distribution:

Orig - Addressee

1 - DDCI

1 - Signing Official

1 - ER, w/Orig of basic

② - DD/M&S, w/cy of basic

1 - OL Official, w/cy of basic

Originating Office;

DD/L: []:msb/[] (15 Mar 74) Management and Services

CONCURRENCE:

[]

16 MAR 1974

Harold L. Brownman

Deputy Director

for

Date

STAT
STAT

OL 4 1412a

DD/M&S Registry
File Reports

Director of Logistics

AT

Please assume action responsibility in preparing an appropriate response for the signature of the DCI, and route through the DD/M&S. Note the "ASAP" requirement.

Suspense: 18 March 1974.

(71)
LJD

Att: DD/M&S 74-0903

Executive Officer to the DD/M&S

13 Mar 74

STAT

EO-DD/M&S: [] :kmg (13 Mar 74)

STAT

Distribution:

- Orig RS - Adse w/O of Att
- 1 - DD/M&S Subject w/Xcy of Att
- 1 - DD/M&S Chrono

DD/M&S 74-0903: Ltr dtd 11 Mar 74 to DCI fr Carol C. Laise, Ass't Secretary for Public Affairs, Dept of State re request for printing assistance with the Dept of State's Annual Report

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED		CONFIDENTIAL	SECRET
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	
1		3/13	
2			
3			
4			
5			
6			
	ACTION	DIRECT REPLY	PREPARE REPLY
	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN
	CONCURRENCE	INFORMATION	SIGNATURE
Remarks: <div style="font-family: cursive; font-size: 1.2em;"> Mr Brown & Mr Blake briefed 3/13/74 </div>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE

EXECUTIVE SECRETARIAT

Routing Slip

TO:		ACTION	INFO	DATE	INITIAL
1	DCI		✓		
2	DDCI				
3	DDS&T				
4	DDI		✓		
5	DDO				
6	DDM&S	✓			
7	D/DCI/IC				
8	D/ONE				
9	OGC				
10	OLC				
11	IG				
12	D/PPB				
13	D/Pers				
14	D/OS				
15	D/Trng				
16	SAVA				
17	ASST/DCI				
18	AO/DCI				
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SUSPENSE		ASAP Date			

Remarks:

*As prepare response for
DCI signature*

Executive Secretary



DEPARTMENT OF STATE

Washington, D.C. 20520

March 11, 1974

Dear Bill:

As you know, the Department is in the process of preparing the Secretary's annual report. This year we plan to include an eight-page, four-color section of charts and graphs, based mostly on material originally prepared by CIA.

I understand Ambassador Funkhouser and Dr. Hodgson, the Department Geographer, have discussed with your people our need for further CIA assistance in printing this color section, and I am most pleased to hear that you will be able to help us. It is the consensus of those in State who have worked with your printing operation that it produces consistently high-quality materials. (Your atlases on China and the Middle East are marvelous.) I understand this formal request from us and approval by you or the appropriate officer at CIA is required.

We will provide data and camera-ready copy to whom-ever you designate. I believe it would be most efficient if details are handled at our end by Willard M. McLaughlin, Chief of the Publishing and Reproduction Division. Mr. McLaughlin's office is coordinating all production activities on the Secretary's report.

I look forward to hearing from you, and hope you can accommodate us in this project.

Sincerely,

A handwritten signature in cursive script, appearing to read "Carol C. Laise".

Carol C. Laise
Assistant Secretary
for Public Affairs

The Honorable
William E. Colby,
Central Intelligence Agency.